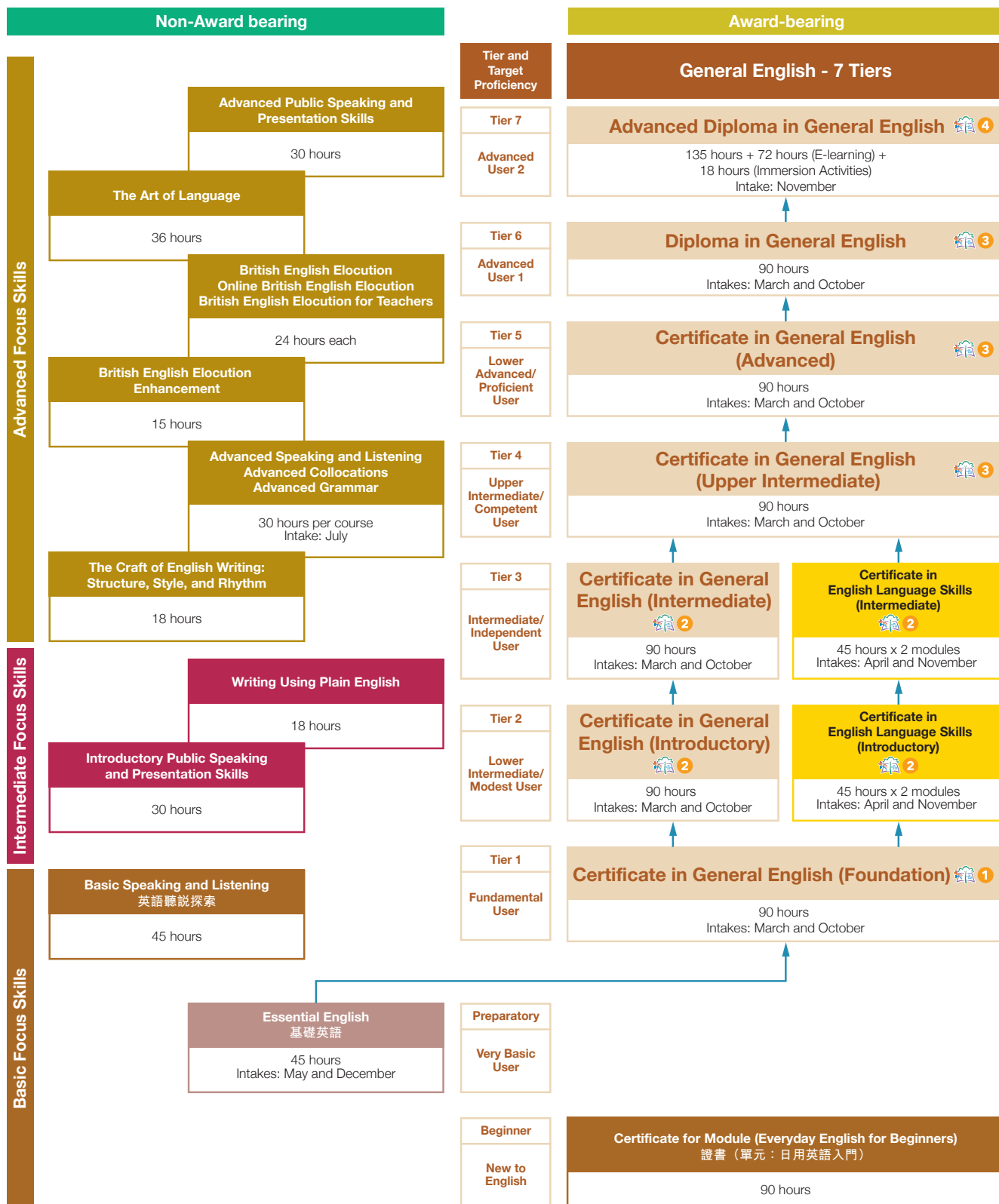


HKU SPACE English Programme



See legend on page 033 圖像說明於第 033 頁

R Minimum Entry Requirements 基本入學要求 (P.017)

S Fee 學費

D Duration 修業期

M Medium of Instruction 教學語言


Q Qualifications Framework 資歷架構

E Exemption 豁免

S Short Course 短期課程

For more and latest programme information, please visit our website
有關最新課程資訊及詳情, 請瀏覽學院網站 hkuspace.hku.hk

HKU SPACE English for Academic Purposes (EAP) and Professional and Business English (PBE)

Award-bearing	IELTS Preparation
	Certificate in IELTS Preparation for Academic and Professional Purposes  3
	45 hours' face-to-face lectures + 45 hours' real-time online lectures Intake: April & November
	IELTS Preparation 45 hours
Non-Award bearing	IELTS Academic Preparation for English Language Teachers 45 hours
	Gear Up for IELTS 45 hours
	HKDSE Preparation Series
	HKDSE English Language Preparation <ul style="list-style-type: none"> • Foundation • Introductory • Intermediate • Advanced • Elite 18 hours
	TOEFL Preparation
	Online TOEFL Preparation for Studying Abroad 32 hours
	Academic English
	Academic Writing Skills 45 hours
	MY SPACE Online Writing Tutor - Academic English 36 hours
	Academic Presentations in English 18 hours
Foundations of Research in Humanities and Social Sciences 18 hours	

Award-bearing	Professional and Business English
	Diploma in Professional Communication (Financial Services)  3
	45 hours x 4 modules Intakes: June <ul style="list-style-type: none"> Module 1 Business English for Professionals Module 2 Professional Communication in Business Administration Module 3 Professional Communication in Financial Services Module 4 Financial Communication and Relationship Management
	Certificate in Advanced Business English  3
	45 hours x 2 modules Intakes: January and June <ul style="list-style-type: none"> Module 1 Advanced Business Writing Module 2 Advanced Business Speaking
Non-Award bearing	Certificate in Business English Usage  2
	90 hours Intakes: March and October
	Certificate for Module (Business English Grammar for Managers and Supervisors)  5
	30 hours Intakes: August
	The Fundamentals of Persuasive Business Writing 18 hours Intakes: March and October
Non-Award bearing	English at Work - Impromptu Talk and Discussion 18 hours
	English at Work - Email Writing (1) 18 hours

NCR¹
NCR²
NCR³

This is an exempted course under the Non-Local Higher and Professional Education (Regulation) Ordinance, 根據《非本地高等及專業教育(規管)條例》, 本課程屬獲豁免課程。It is a matter of discretion for individual employers to recognize any qualification to which this course may lead. 個別僱主可酌情決定是否承認本課程可令學員獲取的任何資格。

These are exempted courses under the Non-Local Higher and Professional Education (Regulation) Ordinance, 根據《非本地高等及專業教育(規管)條例》, 這些課程屬獲豁免課程。It is a matter of discretion for individual employers to recognize any qualification to which these courses may lead. 個別僱主可酌情決定是否承認這些課程可令學員獲取的任何資格。

The course operator is applying for exemption under the Non-local Higher and Professional Education (Regulation) Ordinance, 課程主辦人正根據《非本地高等及專業教育(規管)條例》辦理豁免註冊手續。It is a matter of discretion for individual employers to recognize any qualification to which this course may lead. 個別僱主可酌情決定是否承認本課程可令學員獲取的任何資格。

General English Programmes

The SPACE General English programme consists of 7 tiers with each becoming progressively more difficult. Each tier leads to its own academic awards, spanning from Foundation Certificate to Advanced Diploma in General English awarded within the HKU System through HKU SPACE.

Upon completion of each tier, students may progress to the next level programme by meeting the minimum entry requirements for admission to the specific programme.

Our overall aim is to give students on-going practice of language skills at an appropriate level of proficiency. Under the guidance of very well-qualified and experienced teachers, students are equipped with English knowledge and skills through language practice and student-centred learning activities such as small group discussion, reading, writing, speaking and listening to a wide variety of authentic and semi-authentic language texts.

SPACE General English Entrance Examination

Programme Code: ZESC8010A

☎ 3762 0930

✉ english-info@hkuspace.hku.hk

SPACE General English Entrance Examination - Your Passport to HKU SPACE General English Programme. All courses under the General English Programme have their own entry requirements. Applicants who do not meet the stated entry requirements have to take the SPACE General English Entrance Examination to determine the most appropriate tier they should enter.

💰 Entrance Test Fee : HK\$210

⌚ 1.5 hours

🇬🇧 English

Advanced Diploma in General English

Programme Code: EN022A

☎ 2975 5741

✉ shawn.mui@hkuspace.hku.hk

This programme is designed for students who seek to advance knowledge of the English language system and develop higher language awareness and communication skills. Apart from face-to-face learning in the classroom, students participate in self-directed and experiential learning outside the classroom, i.e., e-learning and English Immersion Activities.

The programme aims to:

- provide students of advanced English proficiency with opportunities to further improve linguistic knowledge and functional language use through conveying ideas on information-rich topics and in a variety of contexts; and
- enable students to make further advancement in English proficiency through improved linguistic competence and an increased awareness of English as an international language.

The programme is a 60-credit course with a total of 135 face-to-face lecture hours and 90 non-lecture hours on:

- E-Learning Activities: 72 hours
- English Immersion Activities: 18 hours

Students are required to spend additional time and efforts in completing the assigned E-learning and English Immersion activities.

R Applicants shall:

- hold a Diploma in General English with Grade C or above awarded within the HKU system through HKU SPACE; or
- hold an Advanced Diploma in Business English awarded within the HKU system through HKU SPACE; or
- hold a Diploma in Business English with Merit awarded within the HKU system through HKU SPACE; or
- have gained in the HKDSE Examination Level 5 in English Language; or
- have gained in the HKCEE Grade B (Syllabus B) in English Language prior to 2007 or Level 5 in English Language from 2007 or in the HKALE Grade D in AS Use of English.

Applicants with equivalent qualifications will be considered on individual merit, and may be required to take a test in English.

💰 HK\$14,000

⌚ 12 months

🇬🇧 English

📄 Level 4 (Reg. No.: 16/000893/L4) Validity Period: 14 Sep 2016 - on-going

Diploma in General English

Programme Code: EN014A

☎ 3762 0930

✉ english-info@hkuspace.hku.hk



The programme aims to equip students with advanced English linguistic knowledge and skills through language practice in student-centred learning activities such as speaking, writing, reading and listening to a variety of semi-authentic and authentic English texts. Upon successful completion of the Programme, students are expected to communicate proficiently in English.

R For direct entry to Module 2: General English (Advanced) leading to the Diploma in General English, applicants shall:

- hold a Certificate in General English (Advanced) with a Merit or higher, awarded within the HKU system through HKU SPACE; or
- hold a Diploma in Business English awarded within the HKU system through HKU SPACE; or
- hold a Certificate in Business English with a Merit or higher, awarded within the HKU system through HKU SPACE; or
- have gained in the HKCEE Grade C (Syllabus B) or Grade A (Syllabus A) in English Language prior to 2007 or Level 4 in English Language from 2007 or in the HKALE Grade E in AS Use of English AND completed an advanced level English course; or
- have gained in the HKDSE Examination Level 4 in English Language AND completed an advanced level English course.

Applicants who do not meet the entry requirements or are unable to produce documentary proof(s) need to take the General English Entrance Examination.

💰 HK\$8,200 (Module 2: General English (Advanced))

Early Bird Rate : HK\$8,000 (Application received on or before 19 September 2026)

Course Fee : HK\$7,300 (Module 1: General English (Lower Advanced))

Early Bird Rate : HK\$7,100 (Application received on or before 19 September 2026)

⌚ 30 weeks

🇬🇧 English

📄 Level 3 (Reg. No.: 13/000699/L3) Validity Period: 16 Dec 2013 - on-going

Certificate in General English (Advanced)

Programme Code: EN021A

☎ 3762 0930

✉ english-info@hkuspace.hku.hk



The programme aims to equip students with lower advanced level English linguistic knowledge and skills through extensive language practice and student-centred learning activities such as small group discussion, speaking, writing, reading and listening to a wide variety of semi-authentic English texts. Upon successful completion of the programme, students are expected to speak and write at a lower advanced level and be fluent and confident when communicating in English.

R Applicants shall:

- hold a Certificate in General English (Upper Intermediate) or Certificate in Business English awarded within the HKU system through HKU SPACE; or
- have gained in the HKDSE Examination Level 4 in English Language; or
- have gained in the HKCEE Grade C (Syllabus B) or Grade A (Syllabus A) in English Language prior to 2007 or Level 4 in English Language from 2007 or in the HKALE Grade E in AS Use of English.

Applicants who do not meet the entry requirements or are unable to produce documentary proof(s) need to take the General English Entrance Examination.

💰 HK\$7,300

Early Bird Rate : HK\$7,100 (Application received on or before 19 September 2026)

⌚ 30 weeks

🇬🇧 English

📄 Level 3 (Reg. No.: 13/000698/L3) Validity Period: 16 Dec 2013 - on-going

See legend on page 033 圖像說明於第033頁

R Minimum Entry Requirements 基本入學要求 (P.017)

💰 Fee 學費

⌚ Duration 修業期

🇬🇧 Medium of Instruction 教學語言

📄 Qualifications Framework 資歷架構

🚫 Exemption 豁免

🕒 Short Course 短期課程

Certificate in General English (Upper Intermediate)

Programme Code: EN020A

☎ 3762 0930

✉ english-info@hkuspace.hku.hk



The programme provides students with practice in upper intermediate English usage and skills-building through student-centred and graded learning activities such as speaking, writing, reading and listening to a variety of semi-authentic and authentic English texts. Upon successful completion of the programme, students are expected to speak and write at an upper intermediate level and be fluent and confident when communicating in English.

- R** Applicants shall:
- have completed the Certificate in General English (Intermediate) or Certificate in English Language Skills (Intermediate) awarded within the HKU system through HKU SPACE; or
 - have gained in the HKDSE Examination Level 3 in English Language AND completed an intermediate level English course; or
 - have gained in the HKCEE Grade D (Syllabus B) or Grade B (Syllabus A) in English Language prior to 2007 or Level 3 in English Language from 2007 AND completed an intermediate level English course.

Applicants who do not meet the entry requirements or are unable to produce documentary proof(s) need to take the General English Entrance Examination.

\$ HK\$7,000
Early Bird Rate : HK\$6,800 (Application received on or before 19 September 2026)

D 30 weeks English

Q Level 3 (Reg. No.: 13/000697/L3) Validity Period: 16 Dec 2013 - on-going

Certificate in General English (Intermediate)

Programme Code: EN019A

☎ 3762 0930

✉ english-info@hkuspace.hku.hk



The programme provides students with practice in intermediate English usage and skills-building through student-centred and graded learning activities such as speaking, writing, reading and listening to a variety of semi-authentic language texts. Upon successful completion of the Programme, students are expected to speak and write at an intermediate level and be fluent and confident when communicating in English.

- R** Applicants shall:
- have completed the Certificate in General English (Introductory) or Certificate in English Language Skills (Introductory) awarded within the HKU system through HKU SPACE; or
 - have gained in the HKCEE Grade D (Syllabus B) or Grade B (Syllabus A) in English Language prior to 2007 or Level 3 in English Language from 2007 or have gained in the HKDSE Examination Level 3 in English Language.

Applicants who do not meet the entry requirements or are unable to produce documentary proof(s) need to take the SPACE General English Entrance Examination.

\$ HK\$6,800
Early Bird Rate : HK\$6,600 (Application received on or before 19 September 2026)

D 30 weeks English

Q Level 2 (Reg. No.: 13/000696/L2) Validity Period: 16 Dec 2013 - on-going

Certificate in General English (Introductory)

Programme Code: EN018A

☎ 3762 0930

✉ english-info@hkuspace.hku.hk



The programme provides students with practice in introductory English usage and skills-building through student-centred and graded learning activities such as speaking, writing, reading and listening to a variety of semi-authentic English texts. Upon successful completion of the programme, students are expected to speak and write at an introductory level and be confident when communicating in English.

- R** Applicants shall:
- have completed the Certificate in General English (Foundation) awarded within the HKU system through HKU SPACE; or
 - have gained in the HKDSE Examination Level 2 in English Language; or
 - have gained in the HKCEE Grade E (Syllabus B) or Grade C (Syllabus A) in English Language prior to 2007 or Level 2 in English Language from 2007.

Applicants who do not meet the entry requirements or are unable to produce documentary proof(s) need to take the General English Entrance Examination.

\$ HK\$6,700
Early Bird Rate : HK\$6,500 (Application received on or before 19 September 2026)

D 30 weeks English

Q Level 2 (Reg. No.: 13/000695/L2) Validity Period: 16 Dec 2013 - on-going

Certificate in General English (Foundation)

Programme Code: EN017B

☎ 3762 0930

✉ english-info@hkuspace.hku.hk



The programme provides students with practice in fundamental English usage and skills-building through student-centred and graded learning activities such as speaking, writing, reading and listening to a variety of semi-authentic English texts. Upon successful completion of the Programme, students are expected to speak and write at a foundation level and be more confident when communicating in English.

- R** Applicants shall:
- have gained in the HKCEE Grade E (Syllabus B) or Grade D (Syllabus A) in English Language prior to 2007 or Level 1 in English Language from 2007; or
 - have gained in the HKDSE Examination Level 1 in English Language; or
 - have completed the course "Essential English" offered within the HKU system through HKU SPACE.

Applicants who do not meet the entry requirements or are unable to produce documentary proof(s) need to take the 90-minute General English Entrance Examination.

\$ HK\$6,500
Early Bird Rate: HK\$6,300 (Application received on or before 19 September 2026)

D 30 weeks English

Q Level 1 (Reg. No.: 18/000558/L1) Validity Period: 01 Sep 2018 - on-going

Essential English

Programme Code: GENG9002



☎ 3762 0930

✉ english-info@hkuspace.hku.hk



Essential English is suitable for students who have basic English language skills and who have not studied or practised English recently. It will help students improve grammatical accuracy, writing and vocabulary and increase their confidence in using English.

- R** Applicants shall
- have gained in the HKCEE Grade E (Syllabus A) or sat for HKCEE (Syllabus B) or HKDSE English Language Exam, or
 - have completed HKU SPACEs Everyday English for Beginners course and received the Statement of Attendance.
- Applicants who do not meet the entry requirements or are unable to produce documentary proof(s) need to take the General English Entrance Examination

\$ HK\$3,800
Early Bird Rate : HK\$3,650 (Application received on or before 17 October 2026)

D 9 weeks/18 weeks English

Certificate for Module (Everyday English for Beginners)

Programme Code: EN030A

☎ 3762 0930

✉ english-info@hkuspace.hku.hk



In an increasingly interconnected global environment, the effective use of English for communication is of vital importance. Certificate for Module (Everyday English for Beginners) differs from mainstream approaches to English language learning by aiming to teach English through students' first language (Putonghua or Cantonese), thereby strengthening their foundational knowledge of English and expanding their essential vocabulary. The programme fully leverages students' existing knowledge of their native language to accelerate the acquisition of English as a second language, using familiar linguistic frameworks for comparison and comprehension. This will help create a lower-pressure environment for early-stage language learning.

R Applicant should be a proficient Cantonese or Putonghua speaker and should be capable of using electronic devices to complete e-learning activities.

\$ HK\$8,800

D 30 meetings, 90 hours

E+ Cantonese, supplemented with English teaching materials; or Putonghua, supplemented with English teaching materials

English Language Skills Programmes

In addition to the 90-hour certificate/diploma General English programmes, a list of 45-hour courses are also offered. Students can build their own Certificate in English Language Skills (Introductory or Intermediate) by taking these 45-hour courses that focus on specific skill sets: grammar, writing, speaking and listening, and pronunciation. Combinations of these are CEF-claimable.

- Active Grammar 1
- Effective Writing Skills 1
- Pronunciation & Fluency 1
- Speaking & Listening 1
- Vocabulary Enhancement 1
- Active Grammar 2
- Effective Writing Skills 2
- Pronunciation & Fluency 2
- Speaking & Listening 2
- Vocabulary Enhancement 2

The SPACE Focus Skills courses can be taken either individually as stand-alone courses, or as part of the Certificate in English Language Skills (ELS) (Introductory or Intermediate). ONLY students with successful certificate attainment are eligible to CEF Claims.

Though restricted to specific language skills, these modules will help students become more fluent and confident when communicating in English. After attaining the Certificate in English Language Skills (Introductory and/or Intermediate), students progress to our higher level SPACE General English Programme with equivalent recognition.

Certificate in English Language Skills (Intermediate)

Programme Code: EN013A

☎ 3762 0930

✉ english-info@hkuspace.hku.hk



The programme aims to equip students with the language skills in specific focused areas at a higher level of accuracy and appropriacy.

- R** Applicants shall:
- have completed the Certificate in General English (Introductory) or Certificate in English Language Skills (Introductory) awarded within the HKU system through HKU SPACE; or
 - have gained in the HKCEE Grade D (Syllabus B) or Grade B (Syllabus A) in English Language prior to 2007 or Level 3 in English Language from 2007 or have gained in the HKDSE Examination Level 3 in English Language.

Applicants who do not meet the entry requirements or are unable to produce documentary proof(s) need to take the SPACE General English Entrance Examination

\$ HK\$3,700 per module (Application received on or before 17 October 2026)
Early Bird Rate : HK\$3,550 per module

D 30 weeks English

Q Level 2 (Reg. No.: 13/000701/L2) Validity Period: 16 Dec 2013 - on-going

Effective Writing Skills 2

Programme Code: GENG2007

☎ 3762 0930

✉ english-info@hkuspace.hku.hk



Effective Writing Skills 2 develops your language at a higher level than Effective Writing Skills 1, and builds on and enhances the skills learned there. However, as long as you meet the entry requirements, you can gain direct entry into Effective Writing Skills 2 without doing Effective Writing Skills 1.

- R** Applicants shall:
- have completed the Certificate in General English (Introductory) or Certificate in English Language Skills (Introductory) awarded within the HKU system through HKU SPACE; or
 - have gained in the HKCEE Grade D (Syllabus B) or Grade B (Syllabus A) in English Language prior to 2007 or Level 3 in English Language from 2007 or have gained in the HKDSE Examination Level 3 in English Language; or
 - have completed Effective Writing Skills 1

\$ HK\$3,700
Early Bird Rate : HK\$3,550 (Application received on or before 17 October 2026)

D 15 weeks English

See legend on page 033 圖像說明於第033頁

- R** Minimum Entry Requirements 基本入學要求 (P.017) **\$** Fee 學費 **D** Duration 修業期
E+ Medium of Instruction 教學語言 **Q** Qualifications Framework 資歷架構 **E** Exemption 豁免 **S** Short Course 短期課程

For more and latest programme information, please visit our website
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Speaking and Listening 2

Programme code: GENG2009

☎ 3762 0930

✉ english-info@hkuspace.hku.hk



Speaking and Listening 2 is at a higher level than Speaking and Listening 1, and builds on and enhances the skills learned there. However, as long as you meet the entry requirements, there is no need for you to do Speaking and Listening 1 first.

- R** Applicants shall:
- have completed the Certificate in General English (Introductory) or Certificate in English Language Skills (Introductory) awarded within the HKU system through HKU SPACE; or
 - have gained in the HKCEE Grade D (Syllabus B) or Grade B (Syllabus A) in English Language prior to 2007 or Level 3 in English Language from 2007 or have gained in the HKDSE Examination Level 3 in English Language; or
 - have completed Speaking and Listening 1; or
 - obtained the necessary entrance exam mark for entry to the Certificate in General English (Intermediate)

For result verification, copy(ies) of relevant course or examination result(s) must be attached to your applications.

Applicants who do not meet the entry requirements or are unable to produce documentary proof(s) need to take the General English Entrance Examination

💰 HK\$3,700

Early Bird Rate : HK\$3,550 (Application received on or before 17 October 2026)

D 15 weeks

🇬🇧 English

Certificate in English Language Skills (Introductory)

Programme Code: EN012A

☎ 3762 0930

✉ english-info@hkuspace.hku.hk



The programme aims to equip students with the language skills in specific focused areas. Restricted but not limited to the particular skill set, the programme helps students become more fluent and confident when communicating in English.

- R** Applicants shall:
- have completed the Certificate in General English (Foundation) awarded within the HKU system through HKU SPACE.
 - have gained in the HKCEE Grade E (Syllabus B) or Grade C (Syllabus A) in English Language prior to 2007 or Level 2 in English Language from 2007 or;
 - have gained in the HKDSE Examination Level 2 in English Language.

Applicants who do not meet the entry requirements or are unable to produce documentary proof(s) need to take the General English Entrance Examination

💰 HK\$3,700 per module (Application received on or before 17 October 2026)

Early Bird Rate : HK\$3,550 per module

D 30 weeks

🇬🇧 English

Q Level 2 (Reg. No.: 13/000700/L2) Validity Period: 16 Dec 2013 - on-going

Active Grammar 1

Programme Code: GENG2001

☎ 3762 0930

✉ english-info@hkuspace.hku.hk



Active Grammar 1 is a practical course that recognises the role of grammar in language and communication. It will use real examples of grammar in use in typical, everyday situations, to help you:

- recognise and correct common grammatical errors
- work out and apply grammar rules for yourself
- communicate correctly in both spoken and written English
- use a greater variety of structures with confidence

To benefit from the course, you should be prepared to participate fully in all exercise and activities.

- R** Applicants shall:
- have completed the Certificate in General English (Foundation) awarded within the HKU system through HKU SPACE; or
 - have gained in the HKCEE Grade E (Syllabus B) or Grade C (Syllabus A) in English Language prior to 2007 or Level 2 in English Language from 2007; or
 - have gained in the HKDSE Examination Level 2 in English Language.

💰 HK\$3,700

Early Bird Rate : HK\$3,550 (Application received on or before 17 October 2026)

D 15 weeks

🇬🇧 English

Speaking and Listening 1

Programme code: GENG2004

☎ 3762 0930

✉ english-info@hkuspace.hku.hk



Speaking and Listening 1 is part of the Certificate in English Language Skills (Introductory). This course will help you develop effective speaking and listening skills. You will learn techniques that will enhance your fluency in speaking English and help you deal with problems encountered when listening to native speakers.

The course will help you to:

- build up a range of modern idioms and spoken expressions
- develop effective listening strategies using texts and authentic materials
- gain confidence through discussion, role-play and debate
- progress towards naturally spoken English

- R** Applicants shall:
- have completed the Certificate in General English (Foundation) awarded within the HKU system through HKU SPACE.
 - have gained in the HKCEE Grade E (Syllabus B) or Grade C (Syllabus A) in English Language prior to 2007 or Level 2 in English Language from 2007 or have gained in the HKDSE Examination Level 2 in English Language; or
 - obtained the necessary entrance exam mark for entry to the Certificate in General English (Introductory)

Applicants who do not meet the entry requirements or are unable to produce documentary proof(s) need to take the General English Entrance Examination

💰 HK\$3,700

Early Bird Rate : HK\$3,550 (Application received on or before 17 October 2026)

D 15 weeks

🇬🇧 English

HKU SPACE – Authorised Exam Centre in Hong Kong Cambridge University Press and Assessment English Language Tests

Linguaskill – a Certificated English Test which is globally recognised, online and on-demand exam that certifies the English language level of learners in education institutions and organisations. Powered by artificial intelligence (AI) and computer-adaptive technology, Linguaskill offers fast and accurate testing of English language ability from B1 to C2 level on the Common European Framework of Reference (CEFR).

The test is modular, so test-takers can choose to take part in any combination of skills: speaking, writing, reading, and listening. Results are fast and in-depth, with test takers receiving a certificate and score report.

Linguaskill is available in two versions:

- **Linguaskill General** tests daily and academic English
- **Linguaskill Business** tests Business English used in the workplace

Linguaskill for Employers

The ability to communicate well in English is essential for many businesses. Linguaskill Business can help to ensure your workforce has the skills needed to perform their roles effectively.

Linguaskill for Test Takers

Linguaskill can help you prove your English language level quickly and conveniently, whether for graduation, study, employment or to measure progress.

Cambridge English Skills Test – an online, on-demand, modular test of all four English skills (Speaking, Writing, Reading and Listening). Modular testing puts you in control of when, where and what you test. It serves multiple internal assessment needs for all abilities from A1–C1 makes the test ideal for mixed-ability groups.

It helps institutions make confident decisions about learners quickly. Results are reported from A1 to C1 on the CEFR (80-180 on the Cambridge English Scale) and there are three versions of the test:

- **Schools**
- **General English**
- **Workplace English**

Cambridge English Skills Test Schools

The Test helps schools to quickly and accurately check the English level of students. It is online, on-demand and tests all four language skills (Speaking, Writing, Reading and Listening) from A1-C1 on the CEFR in modules.

It's a highly flexible and multi-purpose assessment tool for end-of-course/year test, for measuring students' readiness to take a Cambridge English Qualification or to identify improvement areas.

Cambridge English Skills Test General

The Cambridge English Skills Test General is an online, on-demand modular test of general everyday English for adult learners aged 16+.

It tests all four English skills (Speaking, Writing, Reading and Listening) from A1 to C1 on the CEFR, the international scale of English ability.

Cambridge English Skills Test Business

The Cambridge English Skills Test Business is an online, on-demand, modular test of English needed in the workplace for adult learners aged 16+.

It tests all four English skills (Speaking, Writing, Reading and Listening) from A1 to C1 on the CEFR, the international scale of English ability.

☎ 2975 5741

✉ shawn.mui@hkuspace.hku.hk

⌚ 1 to 3 hours

Upper Intermediate / Advanced Focus Skills Courses

Advanced Speaking and Listening



Programme Code: GENG9004

This 30-hour course gives learners more opportunities to enhance their speaking and listening skills. The course aims to consolidate learners knowledge of grammar and vocabulary; widen their understanding of idiomatic and colloquial English; and develop their speaking and listening skills to help them deal with naturally spoken English.

💰 HK\$3,600

⌚ 10 weeks

Advanced Collocations



Programme Code: GENG9012

To speak and write natural English, the use of collocations plays an important part. A collocation refers to two or more words that often go together. For example, we say fast food instead of quick food and quick shower but not fast shower. Mastering collocations will make your language more natural and more easily understood and thus have alternative and richer ways of expressing yourself.

💰 HK\$3,400

⌚ 10 weeks

☎ 3762 0930 / 2975 5741

✉ english-info@hkuspace.hku.hk

🌐 English

British English Elocution Series

British English Elocution



Programme Code: GENG9120

This short course is specially designed for advanced English speakers who wish to improve their professional image by modifying their accent to sound more like a native British English speaker. We help you to achieve Standard English pronunciation of words (based on learning and practising the 'correct' vowel and consonant sounds), together with Standard English rhythm, stress, intonation, and tone. These are what is generally meant by "accent".

Learners will typically be employed or possess an interest in journalism, public relations, marketing, media and communications, but motivated applicants in other fields will be considered.

The determined student should finish with an understanding of his/her pronunciation 'issues' and of how to modify his/her accent over time, after the course has finished. For clarity, British English Elocution is not a public speaking course for speechmakers.

📌 Applicants should be graduates and willing to take part in discussions and practical reading aloud and speaking exercises, ideally with little inhibition. They should be reasonably confident and fluent English speakers.

Applicants should note that it takes self-awareness and persistence to permanently modify one's speaking accent.

💰 HK\$3,600

⌚ 8 weeks

Online British English Elocution

Programme Code: GENG9130



This course is intended for online delivery of British English elocution lessons for students in the Mainland and elsewhere.

This short course is specially designed for advanced English speakers who wish to improve their professional image by modifying their accent to sound more like a native British English speaker. We help you to achieve Standard English pronunciation of words (based on learning and practising the 'correct' vowel and consonant sounds), together with Standard English rhythm, stress, intonation, and tone. These are what is generally meant by "accent".

R Applicants should be graduates and willing to take part in discussions and practical reading aloud and speaking exercises, ideally with little inhibition. They should be reasonably confident and fluent English speakers.

Applicants should note that it takes self-awareness and persistence to permanently modify one's speaking accent.

\$ HK\$3,600

D 12 weeks

British English Elocution Enhancement

Programme Code: GENG9107

This course is a follow-on to the 8-week British English Elocution (BEE) course and the 8-week course British English Elocution for Teachers (BEET) course, and will cover revision of the components of a Standard English accent: flow, intonation, stress, vowel sounds and consonant sounds.

The purpose of the course is to meet the requests from some students who have attended BEE and BEET for more coaching to attain the proficiency they seek in consistently speaking with a Standard English Accent. Most of the time will be spent in such coaching to further improvement in students' accents.

R Applicants must have attended British English Elocution (Course Code GENG9120) or British English Elocution for Teachers (Course Code GENG9100).

\$ HK\$3,200

D 5 weeks

T 2975 5695

E charlotte.ma@hkuspace.hku.hk

E English



Exam Preparation Series

HKU SPACE offers solid preparation courses for various language proficiency tests/examinations. Our test preparation courses enable students to enhance their competence in the key language skills (including listening, speaking, reading, writing, vocabulary and grammar), develop essential test-taking strategies, undertake intensive practice, accumulate practical test-taking experience, and acquire comprehensive and in-depth understanding of the specific tests/examinations for better performance.

Certificate in IELTS Preparation for Academic and Professional Purposes

Programme Code: EN026A

T 2975 5741

E shawn.mui@hkuspace.hku.hk



This programme aims to provide students with a comprehensive and solid preparation for IELTS (International English Language Testing System), thereby maximising their potential in achieving a higher band score for further studies or career advancement. This programme enables students to enhance their competence in the key language skills (including listening, speaking, reading, writing, vocabulary and grammar), develop essential test-taking strategies, undertake intensive practice, accumulate practical test-taking experience, and acquire comprehensive and in-depth understanding of the topics that are commonly assessed in both types of IELTS, namely IELTS Academic and IELTS General Training.

Through systematic and innovative delivery of flexible learning (i.e. real-time online lectures, face-to-face classroom teaching and self-paced asynchronous e-learning) blended with flipped classroom pedagogy (pre-lecture learning), this programme provides students with greater accessibility to English language resources, ample test-based practice and student-centred learning experience.

R Applicants shall:

1. hold a Certificate in General English (Intermediate), Foundation Certificate in Business English Usage, or Certificate in Business English Usage (Foundation), or Certificate in Business English Usage awarded within the HKU system through HKU SPACE; or
2. have gained in the HKDSE Examination Level 3 in English Language; or
3. have obtained in the HKCEE Grade D (Syllabus B) or Grade B (Syllabus A) in English Language prior to 2007 or Level 3 in English Language from 2007 onwards.

Applicants with equivalent qualifications will be considered on individual merit. Those who fail to provide evidence of their English proficiency level or qualifications will be required to take a test in English.

\$ HK\$9,900

D 15 weeks

E English

Q Level 3 (Reg. No.: 22/000542/L3) Validity Period: 01 Sep 2022 - on-going

IELTS Academic Preparation for English Language Teachers

Programme Code: GENG9145

T 3762 0930

E english-info@hkuspace.hku.hk



This programme aims to equip participants with a thorough and well-rounded preparation for the International English Language Testing System (IELTS), allowing them to achieve higher band scores that may benefit their future careers in English language teaching.

\$ HK\$5,200

D 4 weeks

E English

NCR1

This is an exempted course under the Non-Local Higher and Professional Education (Regulation) Ordinance. 根據《非本地高等及專業教育(規管)條例》，本課程屬獲豁免課程。

NCR2

It is a matter of discretion for individual employers to recognize any qualification to which this course may lead. 個別僱主可酌情決定是否承認本課程可令學員獲取的任何資格。

NCR3

These are exempted courses under the Non-Local Higher and Professional Education (Regulation) Ordinance. 根據《非本地高等及專業教育(規管)條例》，這些課程屬獲豁免課程。

It is a matter of discretion for individual employers to recognize any qualification to which these courses may lead. 個別僱主可酌情決定是否承認這些課程可令學員獲取的任何資格。

The course operator is applying for exemption under the Non-local Higher and Professional Education (Regulation) Ordinance. 課程主辦人正根據《非本地高等及專業教育(規管)條例》辦理豁免註冊手續。

It is a matter of discretion for individual employers to recognize any qualification to which this course may lead. 個別僱主可酌情決定是否承認本課程可令學員獲取的任何資格。

IELTS Preparation

Programme Code: GENG9006

☎ 2975 5741

✉ shawn.mui@hkuspace.hku.hk

If you are taking the IELTS test and want to maximise your potential and chances of success, this 45-hour course provides you with essential exam strategies and valuable practice in key language areas. The course offers you invaluable practice and teacher guidance when completing test assignments. Timely feedback is available from the tutor, who is a native speaker of English.

R Applicants should have a Secondary 5 level of English language proficiency or equivalent.

\$ HK\$4,500

D 15 weeks

🇬🇧 English

Online TOEFL Preparation for Studying Abroad

Programme Code: GENG9183

☎ 3762 0930

✉ english-info@hkuspace.hku.hk

This intensive live-online programme prepares learners to achieve a competitive TOEFL score for studying abroad applications. Classes are delivered by overseas or Hong Kong-based TOEFL specialists and reinforced by weekly TOEFL Practice Online (TPO)-style mini-mocks, analytics, and teacher feedback.

\$ HK\$4,160

D 8 weeks, 32 hours

🇨🇳 Cantonese / Putonghua

HKDSE English Language Preparation (Foundation)

Programme Code: GENG9176

☎ 3762 0930

✉ english-info@hkuspace.hku.hk

This foundation-level course provides a structured and systematic approach to building essential language skills at an early stage. It focuses on strengthening basic grammar, vocabulary, and sentence construction while introducing students to the four core skill areas—reading, writing, listening, and speaking. Learners will practice simple reading comprehension, short writing tasks, and basic listening and speaking exercises to lay a solid groundwork for future HKDSE English Language requirements and smooth integration into the local curriculum.

\$ HK\$3,960

D 36 hours

HKDSE English Language Preparation (Introductory)

Programme Code: GENG9178

☎ 3762 0930

✉ english-info@hkuspace.hku.hk

This introductory-level course is designed for learners who already possess basic English skills and are ready to progress toward HKDSE requirements.

\$ HK\$3,960

D 36 hours

HKDSE English Language Preparation (Intermediate)

Programme Code: GENG9179

☎ 3762 0930

✉ english-info@hkuspace.hku.hk

This intermediate-level course is designed for students who are already familiar with the HKDSE English Language examination format and want to enhance their performance through targeted skill development.

\$ HK\$3,960

D 36 hours

HKDSE English Language Preparation (Advanced)

Programme Code: GENG9180

☎ 3762 0930

✉ english-info@hkuspace.hku.hk

This advanced-level course is designed for students who are already familiar with the HKDSE English Language examination structure and aim to maximise their performance through speed, accuracy, and strategic answering techniques.

\$ HK\$3,960

D 36 hours

Public Speaking Series

Introductory Public Speaking and Presentation Skills

Programme Code: GENG9070

This course is for those who are interested in acquiring the knowledge and skills for delivering speeches and presentations. The course focuses on techniques for managing speech anxiety, skills in organising and giving informal speeches and presentations, and practice in providing feedback on public speech deliveries. Course participants must be prepared to present and deliver informal speeches for different purposes in front of the class, observe and be observed, critique and be critiqued.

R All applicants shall:

- have gained in the HKDSE Level 2 in English Language; or
- have gained in the HKCEE Grade E (Syllabus B) or Grade C (Syllabus A) in English Language in prior to 2007 or Level 2 in English Language from 2007.

Applicants with equivalent qualifications will be considered on individual merits. Please provide evidence of your qualifications.

\$ HK\$4,300

D 10 weeks

Advanced Public Speaking and Presentation Skills

Programme Code: GENG9071

The course provides opportunities for course participants to acquire knowledge of public speaking techniques, and practise public speaking and presentations for a variety of purposes and audiences. Topics include:

- Delivering with an impact
- Using body language with effect
- Speaking with persuasiveness
- Using techniques to engage listening audiences
- Practising and critiquing speeches/presentations

R All applicants shall:

- have completed any one of the following:
 - HKU SPACE Introduction to Public Speaking course
 - HKU SPACE Introductory Public Speaking and Presentation Skills]
 - HKU SPACE English at Work - Presentation Skills
- OR
- have gained in the HKDSE Level 3 in English Language; OR
- have gained in the HKCEE Grade D (Syllabus B) or Grade B (Syllabus A) in English Language in prior to 2007 or Level 3 in English Language from 2007.

Applicants with relevant professional or equivalent qualifications will be considered on individual merits. Please provide evidence of your qualifications.

\$ HK\$4,800

D 10 weeks

See legend on page 033 圖像說明於第033頁

R Minimum Entry Requirements 基本入學要求 (P.017)

\$ Fee 學費

D Duration 修業期

🇬🇧 Medium of Instruction 教學語言

Q Qualifications Framework 資歷架構

E Exemption 豁免

S Short Course 短期課程

For more and latest programme information, please visit our website
有關最新課程資訊及詳情，請瀏覽學院網站 hkuspace.hku.hk

SPACE Speechmakers Club

Programme Code: GENG9131

The SPACE Speechmakers Club is an 18-hour course which aims to create a supportive and immersive learning environment where participants meet, practise and improve their speech delivery skills.

R Applicants shall have:
- completed the Advanced Public Speaking and Presentation course at HKU SPACE;
- or completed no less than 30 hours' advanced public speaking training.

\$ HK\$2,880

D 6 weeks

Speak Up to Win (Building Confidence and Public Speaking Skills)

Programme Code: GENG9139

This course is focused on developing verbal communication skills for practical, real-life application. Students will build their confidence and develop public speaking and presentation skills to lead and succeed in the classroom, university and careers.

R Secondary students requiring no prerequisite knowledge.

\$ HK\$3,600

D 10 weeks

☎ 2975 5695

✉ charlotte.ma@hkuspace.hku.hk

E+P English

Other Short Courses

Intensive English Refresher

Programme Code: GENG9025

☎ 2975 5689 / 3762 0930

✉ english-info@hkuspace.hku.hk

Intensive English Refresher is a 30-hour summer course designed to provide English language practice and enhance students confidence in using English. Lessons will help students cope with language tasks required of students enrolled in lower-intermediate to intermediate courses in HKU SPACE General English series.

\$ HK\$3,200

D 5 weeks

E+P English

Basic Speaking and Listening

Programme Code: GENG9079

☎ 2975 5689 / 3762 0930

✉ english-info@hkuspace.hku.hk

This 45-hour course is designed to motivate and help elementary or pre-intermediate learners develop their speaking and listening skills they need for travelling, studying, at work or just chatting with their English-speaking friends.

\$ HK\$3,500

D 18 weeks

E+P English

Writing Using Plain English

Programme Code: GENG9030

☎ 2975 5880

✉ edward.sne.chan@hkuspace.hku.hk



This short course aims to enhance students' understanding of and ability to use Plain English. Lessons focus on strategies for writing clearly and concisely, which include emphasising active verbs, avoiding nominalisations and using lists where appropriate. Students will also be guided on how to plan and produce reader-friendly documents. The teacher will make use of authentic samples to critique writing impact and effectiveness in selected contexts.

R Applicants should have a Secondary school level of English language proficiency or equivalent.

\$ HK\$2,200

D 6 weeks

E+P English

Workshop on Social English for Meeting Clients

Programme Code: GENG9163

☎ 2975 5880

✉ edward.sne.chan@hkuspace.hku.hk

This 9-hour workshop helps participants who need to enhance their social English for communication with English-speaking clients and/or colleagues. Participants will learn how to make smalltalk and socialise in work situations and learn useful expressions to build their confidence to chat when they meet people for work.

R An intermediate level of English language proficiency.

\$ HK\$1,200

D 3 weeks

E+P English

AI for Writing – A Powerful Helper, but a Mediocre Substitute?

Programme Code: GENG9168

☎ 2975 5880

✉ edward.sne.chan@hkuspace.hku.hk

This course is a designed programme tailored for young adults and working professionals seeking to elevate their English writing skills through the strategic integration of Generative AI (GenAI) tools.

R Applicants shall possess an upper intermediate English level of English language proficiency. Applicants who do not meet the entry requirements or are unable to produce documentary evidence need to take the General English Entrance Examination or attend an interview.

\$ HK\$800

D 6 hours

E+P English

Identifying AI-Writing in English Academic Assignments

Programme Code: GENG9185

☎ 3762 0930

✉ english-info@hkuspace.hku.hk



This workshop provides practitioners in the education sector across all levels and disciplines in Hong Kong with a critical understanding of the rapidly evolving landscape of AI-generated writing and its implications for academic integrity. Moving beyond simplistic 'AI detection tool' narratives, this workshop equips participants with the linguistic knowledge and analytical skills to identify potential AI-generated writing in student work. We will adopt a linguist's perspective, examining the underlying characteristics of both human and generative AI writing to enable informed judgment.

\$ HK\$630

D 2 weeks, 6 hours

E+P English supplemented with Cantonese

NCR1

This is an exempted course under the Non-Local Higher and Professional Education (Regulation) Ordinance. 根據《非本地高等及專業教育(規管)條例》，本課程屬獲豁免課程。

NCR2

These are exempted courses under the Non-Local Higher and Professional Education (Regulation) Ordinance. 根據《非本地高等及專業教育(規管)條例》，這些課程屬獲豁免課程。

NCR3

The course operator is applying for exemption under the Non-local Higher and Professional Education (Regulation) Ordinance. 課程主辦人正根據《非本地高等及專業教育(規管)條例》辦理豁免註冊手續。 It is a matter of discretion for individual employers to recognize any qualification to which this course may lead. 個別僱主可酌情決定是否承認本課程可令學員獲取的任何資格。

My SPACE Online Speaking Tutor – Communicate with Impact: Skills for Every Situation

S

Programme Code: GENG9184

☎ 3762 0930

✉ english-info@hkuspace.hku.hk

NEW

Effective communication is the key to success in both personal and professional life. This course equips you with practical strategies to express yourself confidently and clearly in any setting—whether face-to-face or online. Through interactive activities, real-life scenarios, and expert guidance, you will learn how to build rapport, handle challenging conversations, and communicate with impact.

💰 HK\$4,800

D 54 hours

🇬🇧 English supplemented with Cantonese

Academic English

Foundations of Research in Humanities and Social Sciences

S

Programme Code: GENG9161

This 7-week short course is designed to provide participants with a comprehensive introduction to research methodologies in the humanities and social sciences. Whether you are a student, early-career researcher, or professional looking to enhance your research skills, this course will equip you with the foundational knowledge and practical tools needed to design, conduct, and present high-quality research. Through a blend of theoretical insights, hands-on activities, and real-world examples, you will gain confidence in navigating the research process from start to finish.

R Applicant shall be:

- 1) University graduates with a bachelor's degree or above; or
- 2) Students currently attending local / overseas academic programme at QF Level 4* or above; or
- 3) Students pursuing their bachelor's or above qualifications in the next academic year.

💰 HK\$5,400

D 6 weeks

Academic Writing Skills

S

Programme Code: GENG9003

This course will help you if you take a degree or diploma course that requires you to produce assignments in English. It will enable you to learn, to write and succeed across college and university curriculums. The course aims to empower you to write clearly, coherently, and concisely and to acquire the academic literacies and discourse conventions applicable to most disciplines in higher education.

R You should be studying at a university where English is the medium of instruction and pursuing your

- 1) Doctorate or Master's degree, or
 - 2) first degree and have completed your second year of study, and the completion of an academic dissertation is one of the graduation requirements.
- You should attach to your application copies of certificates (or transcripts) showing that you have met the above requirement(s).

💰 HK\$4,800

D 45 hours

Academic Presentations in English

S

Programme Code: BENG9147

The ability to deliver academic presentations with impact and persuasiveness is imperative. Impactful academic presentations help project professional image to audiences and achieve academic and career successes. Non-native speakers often find academic presentations in English challenging because they are required to respond to questions raised by audiences in academic conferences, viva voce, or coursework in higher education.

R You should be studying at a university where English is the medium of instruction and pursuing your

- 1) Doctorate or Master's degree, or
- 2) first degree and have completed your second year of study, You should attach to your application copies of certificates (or transcripts) showing that you have met the above requirement(s).

💰 HK\$2,820

D 18 hours

MY SPACE Online Writing Tutor – Academic English

S

Programme Code: GENG9094

This real-time online course aims to prepare students for their academic studies at English-speaking universities where academic writing skills are highly demanding. The course is divided into three stages in which generic academic writing skills are taught in the first stage (6 sessions), students are helped better understand college essay or project requirements in the second part (2 sessions), and personalised advice on students' essay production is given in the third/final stage (4 sessions). Both the second and third stages are conducted in the form of a one-on-one personal / small group conference.

💰 HK\$5,000

D 36 hours

☎ 2975 5880

✉ edward.sne.chan@hkuspace.hku.hk

🇬🇧 English

HKU SPACE Mobile
隆重上架

學曉資訊盡在掌握

立即下載應用程式，
探索 HKU SPACE Mobile
的豐富功能

See legend on page 033 圖像說明於第 033 頁

R Minimum Entry Requirements 基本入學要求 (P.017)

💰 Fee 學費

D Duration 修業期

🇬🇧 Medium of Instruction 教學語言

Q Qualifications Framework 資歷架構

E Exemption 豁免

S Short Course 短期課程

For more and latest programme information, please visit our website
有關最新課程資訊及詳情，請瀏覽學院網站 hkuspace.hku.hk

Professional and Business English Programmes

English for Global Opportunities

The competition to get ahead at work today is intense. Improving your English skills may well be one of the best ways of gaining that promotion or securing that new job. Whatever your field of work, the HKU SPACE Business English courses should help you finetune your skills and communicate with more confidence in English at a higher level in the workplace.

Diploma in Professional Communication (Financial Services)

Programme Code: EN025A

☎ 2975 5880

✉ edward.sne.chan@hkuspace.hku.hk



This programme aims to equip students with the professional communication skills and English proficiency to excel in both general business contexts and specifically in the industry of financial services. It is designed to enhance students' overall English proficiency through contextualised teaching and scenario-based materials. This programme also lays a solid foundation for graduates to proceed to an advanced diploma in professional communication, business management or similar subjects, thereby providing the means to articulate and achieve higher qualifications at university, and improving graduates' prospect of career advancement.

Module 1: Business English for Professionals

Module 2: Professional Communication in Business Administration

Module 3: Professional Communication in Financial Services

Module 4: Financial Communication and Relationship Management

R Applicants shall:

- hold a Certificate in Advanced Business English, or Certificate in General English (Upper Intermediate) awarded within the HKU system through HKU SPACE; or
- have gained in the HKDSE Examination Level 4 in English Language; or
- have obtained in the HKCEE Grade C (Syllabus B) or Grade A (Syllabus A) in English Language prior to 2007 or Level 4 in English Language from 2007; or
- have obtained in the HKALE Grade D in AS Use of English; or
- have obtained an overall IELTS band score of 5.5, or Pearson English Language Test (PTE) score of 59, or Cambridge Linguaskill (General or Business) test score of 160.

Equivalent qualifications will be considered on individual merits. Applicants who do not meet the above requirements or are unable to produce documentary proof(s) need to take the SPACE Business English Entry Test. There is a non-refundable charge of \$200 for this 90-minute written test. Based on the test results, applicants will be placed in a Profession and Business English programme most suited to their levels.

\$ HK\$20,300 per programme

D 12 months

English

Q Level 3 (Reg. No. 22/000372/L3) Validity Period: 01 Jun 2022 - on-going

Certificate in Advanced Business English

Programme Code: EN024A

☎ 2975 5880

✉ edward.sne.chan@hkuspace.hku.hk



The Certificate in Advanced Business English programme helps working professionals communicate accurately and effectively in spoken and written English in various business contexts. The programme is designed to enable students to become more fluent and articulate when communicating in English, so as to produce well-written texts that characterise professionalism and effectiveness in modern business communication, and demonstrate competent oral communication skills in various business contexts.

R Applicants shall:

- hold a Foundation Certificate in Business English Usage, or Certificate in Business English Usage (Foundation), or Certificate in Business English Usage, or Certificate in General English (Intermediate) awarded within the HKU system through HKU SPACE; or
- have gained in the HKDSE Examination Level 3 in English Language; or
- have obtained in the HKCEE Grade D (Syllabus B) or Grade B (Syllabus A) in English Language prior to 2007 or Level 3 in English Language from 2007; or
- have obtained in the HKALE Grade E in AS Use of English.

Equivalent qualifications will be considered on individual merits.

Applicants may be required to take a written test in English.

Applicants who do not meet the above requirements or are unable to produce documentary proof(s) need to take the SPACE Business English Entry Test. There is a non-refundable charge of \$200 for this 90-minute written test. Based on the test results, applicants will be placed in a Business English programme most suited to their levels.

The test results will be released in good time to enable successful applicants to enrol for the module(s) of their choice.

\$ HK\$9,900 for 2 modules, 45 hours each

D 12 months

Q Level 3 (Reg. No.: 22/000319/L3) Validity Period: 01 May 2022 - on-going

Advanced Business Speaking

Programme Code: BENG3008

Advanced Business Speaking aims to prepare students to:

- use professional business vocabulary and appropriate expressions when communicating in workplace contexts;
- present online or in person effectively at business meetings and conferences;
- deliver presentations with clarity and impact; and
- speak with appropriate degrees of formality and varieties of language use.

D 15 weeks

English

Advanced Business Writing

Programme Code: BENG3007

Advanced Business Writing aims to strengthen students' ability to:

- apply effective business writing principles in workplace contexts via different channels;
- practise internal company correspondence types such as emails, memos, minutes and reports;
- compose external business transactional correspondence such as replies to enquiries and complaints; and
- write business correspondence with varieties of language use.

D 15 weeks

English

Certificate in Business English Usage

Programme Code: EN023A

2975 5880

edward.sne.chan@hkuspace.hku.hk



The Certificate in Business English Usage programme aims to help students become more accurate and fluent when communicating in English in the modern workplace. Its goal is to equip students with essential business grammar, vocabulary and all-round language skills, so that they become capable of communicating with native and non-native speakers of English in common business settings. By gaining a greater confidence and a better command of business English grammar, vocabulary, receptive and productive skills, students will be prepared to further develop a higher level of business English proficiency upon completion of the programme. This programme targets working professionals who intend to build on an introductory level of English, so as to bolster their work performance in a business environment where English is the predominant medium of communication.

- R** Applicants shall:
- hold a Certificate in General English (Foundation) with Merit (Credit) / Distinction, or a Certificate in General English (Introductory) awarded within the HKU system through HKU SPACE; or
 - have gained in the HKDSE Examination Level 2 in English Language; or
 - have obtained in the HKCEE Grade E (Syllabus B) or Grade C (Syllabus A) in English Language prior to 2007 or Level 2 in English Language from 2007.

Equivalent qualifications will be considered on individual merit.

Applicants may be required to take a written test in English.

Applicants who do not meet the above requirements or are unable to produce documentary proof(s) need to take the SPACE Business English Entry Test. There is a non-refundable charge of \$200 for this 90-minute written test. Based on the test results, applicants will be placed in a Business English programme most suited to their levels.

The test results will be released in good time to enable successful applicants to enrol for the programme of their choice.

HK\$8,000

12 months

English

Level 2 (Reg. No.: 22/000318/L2) Validity Period: 01 May 2022 - on-going

Certificate for Module (Business English Grammar for Managers and Supervisors)

Programme Code: EN029A

2975 5880

edward.sne.chan@hkuspace.hku.hk



This programme aims to enhance participants, who are managers or supervisors in private and public sectors, in their ability to provide effective and constructive feedback on their staff's English correspondence. The programme will revisit key principles of professional and business English grammar and writing styles, equip participants with the skills to identify and correct writing issues, and enable them to offer effective feedback that improves grammatical accuracy and communication effectiveness in their staff's written work.

- R** Applicants shall:
- hold an Advanced Diploma, a Higher Diploma, an Associate Degree or above qualification awarded by a recognised institution where the language of teaching and assessment is English; AND
 - have at least one year of work experience and currently work at the managerial level, including newly promoted managers and supervisors.

Applicants with other equivalent qualifications and relevant work experience will be considered on individual merit.

HK\$3,800

10 weeks

English

Level 5 (Reg. No.: 26/000217/L5) Validity Period: 01 Feb 2026 - on-going

The Fundamentals of Persuasive Business Writing

Programme Code: BENG9145

S

2975 5880

edward.sne.chan@hkuspace.hku.hk

Persuasive business writing aims to convince readers to take a particular action or adopt a particular point of view. It is a way of communicating an idea in a manner that is compelling and convincing to readers. Writers use techniques such as evidence-based arguments, emotional appeals, and conversational tone to persuade readers to decide in favour of the writer's position. Persuasive writing is often used in marketing, advertising, public relations, fundraising, and other business communications where the writer wants to influence the readers' opinion or behaviour. This 18-hour short course will enlighten students' understanding of the discourse structures and word choice in persuasive business writing.

- R** Applicants shall:
- hold a Certificate in Advanced Business English or above awarded within the HKU system through HKU SPACE; or
 - Cambridge Linguaskill General / Business test score 160 or above.
- * Equivalent qualifications will be considered on individual merit.
- IMPORTANT NOTES TO ALL APPLICANTS:**
All applicants are required to send a completed application form with details of their working history and copies of their previous English assessment/study results to the English Language Team for our instructors to customise their course content.

HK\$3,600

6 weeks

English

English at Work Series

English at Work – Impromptu Talk and Discussion

Programme Code: BENG9099



This course focuses on Impromptu Talk and Discussion. It aims to develop oral communications skills that enable you to speak clearly and present ideas coherently.

- R** Applicants should have a secondary 6 level of English language proficiency or equivalent.
* Before you enrol, please make sure that you meet the entry requirements. Failure in meeting the requirements would mean that you will not be able to study the course.

HK\$2,300

6 weeks

English at Work – Email Writing (1)

Programme Code: BENG9003



This practical 18-hour English course equips learners with the confidence and language skills needed to write effective emails in both formal and informal situations.

- R** Applicants should have a secondary 6 level of English language proficiency or equivalent.
* Before you enrol, please make sure that you meet the entry requirements. Failure in meeting the requirements would mean that you will not be able to study the course.

HK\$2,300

6 weeks

2975 5880

edward.sne.chan@hkuspace.hku.hk

English

S

See legend on page 033 圖像說明於第 033 頁

- R** Minimum Entry Requirements 基本入學要求 (P.017) **S** Fee 學費 **D** Duration 修業期
E Medium of Instruction 教學語言 **Q** Qualifications Framework 資歷架構 **E** Exemption 豁免 **S** Short Course 短期課程

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